OMB Control No.: 1670-0017

Expiration Date: 9/30/2013

MINNESOTA

Statewide Communication Interoperability Plan (SCIP) Implementation Report

November 2010

OMB Control No.: 1670-0017
Expiration Date: 9/30/2013

Table of Contents

SCIP Implementation Report Overview

The Statewide Communication Interoperability Plan (SCIP) Implementation Report provides an annual update on your State's progress in achieving the initiatives and strategic vision identified in the SCIP. Further, this information will provide OEC with a clearer understanding of your State's capabilities, needs, and strategic direction for achieving interoperability statewide.

- **Part 1, "SCIP Implementation Update"** of the report is to be completed by the Statewide Interoperability Coordinator (SWIC) or Statewide Communication Interoperability Plan (SCIP) Point of Contact (POC). As required by Congress, States provide updates and changes to the status of their Statewide Interoperable Communications Plans in this section. Each State created a SCIP in 2007 and all have been regularly updated. The template sections match those required in the original SCIP, and extensive instructions were provided to the States to understand the requirements of these sections and assist in the development of their SCIPs. The initiatives within each report include milestones identified in the NECP which will be standardized, as well as State-specific efforts.
- **Part 2, "UASI Interoperability Communications Assessment,"** is to be completed by the designated UASI and submitted to the SWIC or SCIP POC. Goal 1 of the NECP states that by the end of 2010, 90% of DHS-designated Urban Areas will be able to demonstrate response-level communications during a routine event. To assess Goal 1, OEC has sent teams of evaluators to the 60 UASI cities to observe communications during a large-scale planned event. In addition to the event observation, this section of template will provide OEC with broader capability data across the lanes of the Interoperability Continuum which are key indicators of consistent success in response-level communications.
- **Part 3, "NECP Goal 2 Methodology,"** is to be completed by the SWIC or SCIP POC. This portion of the SCIP Implementation Report will help the State prepare for the assessment of NECP Goal 2 in 2011. In 2011, capability data (identical to the questions asked of UASIs in the 2010 report) and response-level performance data will be collected at the county/county-equivalent level to meet the NECP Goal 2 mandate of assessing response-level communications in "non-UASI" jurisdictions. Through this section of the template, OEC is asking for each State's methodology, which must address key issues such as: ensuring that all counties will be assessed; ensuring adequate local input; and ensuring completion by the September 30, 2011 deadline. OEC will validate the proposed approaches before States begin the data collection process in FY 2011.

Part 1. SCIP Implementation Update

The following sections ask that States provide an update on the implementation of their SCIP. States will first provide an overview of their current interoperability environment ("State Overview") and then identify their vision and mission statements ("Vision and Mission"). The remaining sections in Part I ask that States consider their progress along the five lanes of the SAFECOM Interoperability Continuum (Governance, Standard Operating Procedures [SOPs], Technology, Training and Exercises, and Usage).

For each lane of the Continuum, States are asked to provide a brief narrative explaining their efforts related to the identified lane. For each lane of the Continuum, States are also asked to address initiatives identified in the National Emergency Communications Plan (NECP) as well as any additional initiatives identified within their State. NECP-related initiatives appear pre-populated in the "NECP Initiatives" section of each table below. Additional initiatives identified by States can be addressed in the "Additional State Initiatives" section of each table below. States are not limited to the number of fields provided in the template and should add additional rows as needed to accurately address all applicable initiatives. When completing these tables, the following information must be provided for each initiative:

- **Gap:** Identify the gap that this initiative will address.
- **Owner:** Identify the State owner of this specific initiative.
- **Milestone:** List the date that this initiative was or is scheduled to be completed.
- **Status:** Identify whether this initiative is complete, in progress, or not started.

The following is an example of how the charts in Part 1 should be completed:

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
NECP Initiatives				
Establish a full-time statewide interoperability coordinator or equivalent position.	No full time SWIC in place	Governor	2/2009	Complete

Part 1 is to be completed by the SWIC or SCIP POC.

State Overview

Overview of the State and its interoperability challenges:

Minnesota is located in the north central portion of the United States, sharing a northern border with the Canadian provinces of Manitoba and Ontario. Lake Superior runs along the north eastern region of Minnesota with the ports of Duluth and Two Harbors serving international trade. The State has a population of 5,220,393 people (2008 estimates) with 53% of the population residing in the seven-county Twin Cities (Minneapolis/St. Paul) metropolitan area in southeast Minnesota. The State's Division of Homeland Security and Emergency Management lists floods, tornadoes, hail, coastal erosion and severe winter storms as the most common natural hazards and dam failures and fire as the most common technical hazards. As a commercial center, the Twin Cities metropolitan area is a major commercial and transportation center for the upper Midwest region of the United States. There are also two nuclear power generating facilities within 50 miles of the Twin Cities metropolitan area.

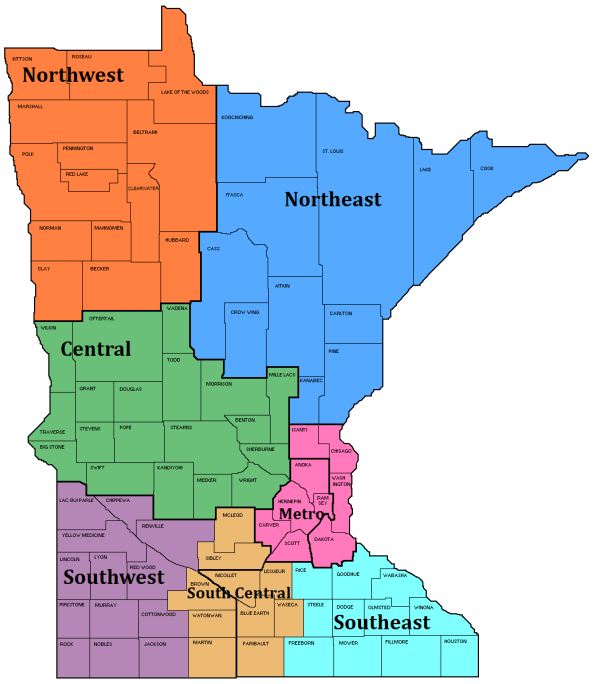
The fundamental building block of Minnesota's strategy for public safety communication interoperability is the statewide implementation of an open standards digitally trunked communication system, known as the Allied Radio Matrix for Emergency Response (ARMER). The ARMER system was first implemented in the Twin City metropolitan area in 2001. The subsequent plan for a statewide system was adopted by the Minnesota legislature in 2002. An essential element in Minnesota's strategy is that the ARMER plan provides the opportunity for all public safety/service entities operating in the state to achieve the highest level of interoperability by operating on a shared platform. That platform is a scalable 800 and 700 MHz digital trunked radio system with specific details of the system and its implementation maintained on the Statewide Radio Board (SRB) website at www.srb.state.mn.us.

In addition to providing the opportunity for all public safety agencies to operate on a common communication backbone, the ARMER system provides a statewide infrastructure that can be used to link existing public safety resources together. Utilizing this "system of systems" approach, Minnesota's plan provides for cross-spectrum interoperability with existing legacy communication systems and non-ARMER systems at a number of levels through shared radios, gateways through console based patches and a Very High Frequency (VHF) frequency overlay. These cross-spectrum interoperability strategies are also being applied to address public safety communication interoperability needs with neighboring states and along the international border with Canada. More specific technical details of this cross spectrum interoperability and

"system of systems" approach can be found in the VHF Interoperability Infrastructure Report maintained on the (SRB) website.

Minnesota's strength in cooperative governing is reflected in the governance structure developed around the implementation of the ARMER system. That governance structure evolved from the multi-discipline regional structure established to oversee the implementation of the ARMER system in the Twin Cities metropolitan area. The statewide public safety communication system planning committee that originally developed the ARMER plan was replaced in 2004 when the legislature created the SRB with broad multidiscipline representation. A balanced geographic representation is maintained on the SRB with state and local membership, including a balance between Twin City metropolitan area members and Greater Minnesota members. This governance structure addresses the need for local and regional planning and participation by providing for the development of Regional Radio Boards (RRB).

Under this structure, seven Regional Radio Boards have been formulated, as reflected in the following map:



The SRB was also designated as Minnesota's State Interoperability Executive Committee (SIEC) in 2007. Under the Governor's Executive Order the role of the SRB was expanded to include public safety communication interoperability among all public safety agencies operating within the state. Through this designation, the SRB is responsible for assuring that the implementation of the ARMER system addresses

Minnesota's broader public safety interoperability needs for assuring interoperable communication grant funds made available to Minnesota are administered and used in accordance with the SCIP. The Governor's Executive Order was adopted into statute by the legislature in 2009.

Finally, upon identifying the current status of interoperability and Minnesota's strategic goals this SCIP assigns responsibility for planning initiatives and articulates benchmarks and timelines upon which to measure progress toward achieving the highest practical level of interoperability within the State of Minnesota.

National Incident Management System (NIMS) Compliance

The Minnesota SCIP along with regional and local communications and emergency response planning all integrate the National Incident Management System (NIMS) elements into their processes. The NIMS establishes the minimum operating procedures for all public safety agencies in Minnesota.

Vision and Mission

Overview of the interoperable communications vision and mission of the State:

The State SCIP has a timeframe of 2 **years.**

Vision:

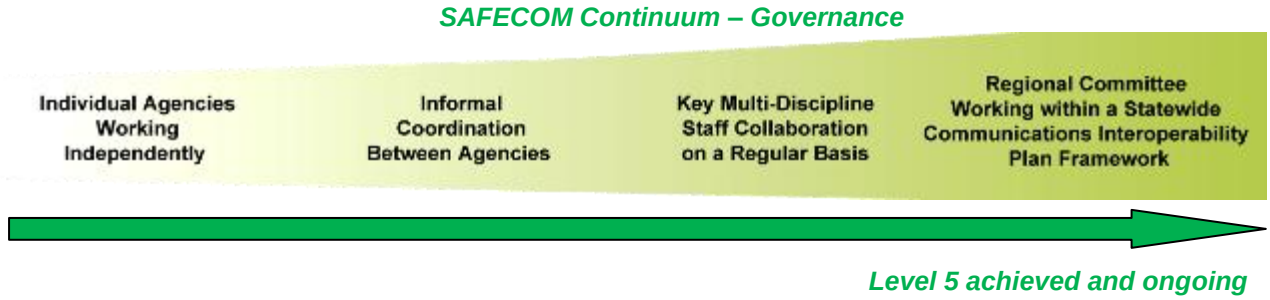
All agencies supporting public safety in Minnesota will operate daily on or have access to a standards-based shared voice and data system that has integrated National Incident Management System Standard Operating Procedures and supported by regional committees working in conjunction with a Statewide Interoperability Governance structure that provides comprehensive training and regional exercises.

Mission: Insert Mission Statement

The mission of the SCIP is to provide a communication backbone throughout the State of Minnesota that supports a system of systems and the appropriate organizational and governance structure needed to achieve the highest level of interoperability between all agencies supporting public safety in Minnesota through the sharing of resources, the integration and coordination of local systems where appropriate and through routine planning, training and usage of all communication resources within the State.

Governance

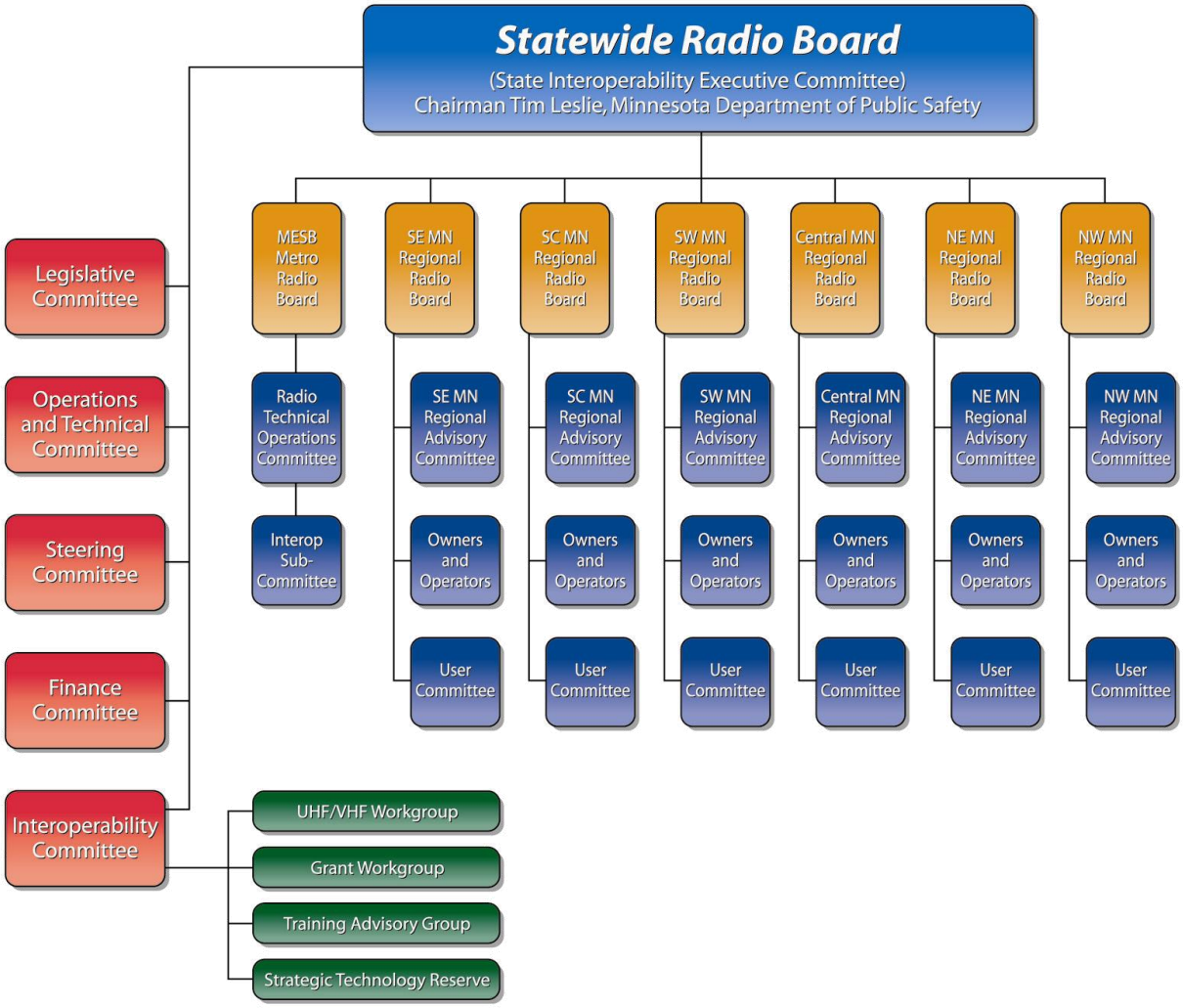
Overview of the governance structure, practitioner-driven approaches, and funding:



Minnesota has achieved a very high level of governance development through the establishment of the Statewide Radio Board and through the establishment of seven Regional Radio Boards and their respective committee structures.

The SCIP Update Planning Committee identified the following issues and priorities necessary to sustain this result:

- Continued engagement and involvement of RRBs and their committees addressing meaningful and significant issues of interoperable communications
- Identification and provision of support necessary to assure that Regional Radio Boards have the ability to do their job
- Development of the State's strategic plans, training (seminar, training, peer interactions) that provide public safety personnel the resources and ability required to do their job
- Development of the leadership of the RRB various committees (Regional Advisory Committees, Users Committees, and Owners and Operators Committees)


Statewide Radio Board
(State Interoperability Executive Committee)
Chairman Tim Leslie, Minnesota Department of Public Safety
Legislative Committee
Operations and Technical Committee
Steering Committee
Finance Committee
Interoperability Committee
MESB Metro Radio Board
SE MN Regional Radio Board
SC MN Regional Radio Board
SW MN Regional Radio Board
Central MN Regional Radio Board
NE MN Regional Radio Board
NW MN Regional Radio Board
Radio Technical Operations Committee
Interop Sub-Committee
SE MN Regional Advisory Committee
SC MN Regional Advisory Committee
SW MN Regional Advisory Committee
Central MN Regional Advisory Committee
NE MN Regional Advisory Committee
NW MN Regional Advisory Committee
Owners and Operators
User Committee
UHF/VHF Workgroup
Grant Workgroup
Training Advisory Group
Strategic Technology Reserve

Governance Initiatives

The following table should outline the strategic governance initiatives, gaps, owners, and milestone dates [State] outlined in its SCIP to improve interoperable communications.

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
Establish a full-time statewide interoperability coordinator or equivalent position.	None	Department of Public Safety	SWIC Hired 10/31/07	**Complete**
Incorporate the recommended membership into the Statewide Interoperability Governing Body (SIGB)[1].	None	Department of Public Safety	Statewide Radio Board(SRB) formed in 2004	**Complete**
Establish the SIGB via legislation or executive order.	None	Department of Public Safety	Legislation passed in 2007 that formally recognizes the SRB as the SIGB for the State of Minnesota	**Complete**
Support the continued development of Regional Radio Boards, their subordinate committees, and other	Boards and Committees have a natural turnover due to retirements,	Statewide Radio Board (SRB) Emergency Communication	4th Quarter of 2010 – First Quarter of	**In Progress** The first Minnesota Statewide

1 SIGBs should include representatives from the Governor's office, State and local elected officials, State and local emergency medical services, State and local health officials, State and local fire response services, State and local law enforcement, State and local emergency management, State and local homeland security offices, tribal governments, State and local transportation agencies, military organizations, Federal agencies that need to be interoperable with State and local emergency responders, Urban Area Security Initiative (UASI) regions, critical infrastructure, non-government organizations, response and recovery organizations, and regional planning committee chairpersons. This guidance is included in the Statewide Interoperability Planning Guidebook: http://www.safecomprogram.gov/NR/rdonlyres/18F02413-CC4D-41B2-9097-F5FF04E080C7/0/StatewidePlanningGuidebookFINAL.pdf.

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
stakeholders through collaboration, technical support, education and engagement.	resignations, and elections. We need to develop training, technical support and ongoing engagement in order to keep the Regions engaged in the process.	Networks (ECN) Regional Radio Boards (RRB)	2011	Interoperability Conference took place in St Cloud, Minnesota in April of 2010. The second Annual Minnesota Conference is being planned for January of 2011 A Technical Coordinator had been hired by ECN as of July, 2010 to give Technical Assistance to ECN staff, the SRB and the RRB's. Alexandria Technical College has been hired by ECN to develop On Line Training in the areas of Radio 101 and ARMER History.
Develop plans to address the continued enhancement of the ARMER system, the changing dynamics of local participation, enhanced ability to provide cross spectrum interoperability, and to monitor, respond to and adapt to changing Federal Communication Commission regulations and relevant standards adopted by various	Minnesota has not contributed to the Interoperability conversation at a National level up to this point. Involvement is needed at a State and Regional level. The Technical Coordinator will give us this voice.	SRB	Fourth Quarter of 2010	**In progress** A Technical Coordinator has been hired by ECN as of July 2010. The first ECN (Minnesota) position letters have been sent to the FCC and

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
standards organizations.				other National Organizations reference regulations and standards
Develop a lifecycle funding plan for public safety communications resources, including initial infrastructure capital costs, sustainment costs and acquisition and routine replacement of subscriber equipment costs.	To develop a plan for maintaining, upgrading, and replacing equipment and technology in future years	SRB, ECN, MN/Dot	Fourth quarter of 2010	**In progress** MN/Dot is working on the initial plan including what equipment has to be replaced, projected dates for replacement and associated costs.
Develop a strategic plan for the role of the Statewide Radio Board and the Regional Radio Boards in public safety communications planning, resource development and in developing policy and procedures needed to support interoperability across agencies and disciplines.	Coordinate the development of a vision for public safety communications by the SRB. Identify gaps and the real and perceived obstacles to implementing the common vision. Redefine the vision, as appropriate, and identify steps necessary to implement the redefined vision of public safety communications in Minnesota.	SRB, ECN, RRB's	Fourth Quarter of 2010	**In Progress** The SRB Steering Committee is currently working on a "Common Vision".
Implement Tactical Interoperable Communication Plans in each region of the state and coordinate the development of a comprehensive plan.	The development of TICP in each Region of the State in order to identify Regional, State, State to State, and International Interoperability issues	SRB, ECN, RRB's	Quarter 4 of 2010	**In progress** TIC Plans are completed for each Region in the State. Interoperability SOPS are in the process of being developed and implemented.

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
				The STR is being identified and developed. Data entry into the CASM tool is taking place by each Region.
Develop coordinated grant policies within the State that promotes coordination in communications planning processes, governance bodies, joint training exercises, and infrastructure sharing.	In order to articulate Comprehensive funding priorities for the use of State and Federal Grant Funds. Expanding the participation of Federal Agencies in the SRB Interoperability committee and to integrate these Federal Agencies into the basic ARMER Cross Spectrum Interoperability Plan.	SRB, ECN, RRB's	1st Quarter of 2011	**In Progress** Grant policies have been or are being updated. A P25 policy is being developed and meetings with Federal Agencies are taking place. Joint Training Exercises are planned in the UASI area and have taken place or will take place in the SE Region and Central Region. Planned Exercises will take place in most of the Regions during the 1st two Quarters of 2011 in order to comply with NECP Goal #2.

Standard Operating Procedures

Overview of the shared interoperable communications-focused SOPs

The goal under this SAFECOM Interoperability Continuum track is National Incident Management System Integrated SOPs as shown in the SAFECOM Continuum for Standard Operating Procedures.

On a regional level the Minneapolis-St. Paul metropolitan area has achieved a very high level of performance in this category. The multi-jurisdictional and multi-disciplinary response (over 75 agencies in total), and the efficacy of the communications processes and operational flows which occurred during the catastrophic bridge collapse in Minneapolis on August 1, 2007, shows Minnesota's efforts are targeted to plan, develop, implement and utilize the NECP, NIMS, NRF and the highest levels of the Interoperability Continuum in critical situations. This result can be attributed to two significant factors, as follows:

- The availability of a common communication platform providing the technical capability for broad multi-discipline and cross jurisdictional communication interoperability.
- The establishment in 1995 of a governance structure supporting the integrated multi-disciplinary planning and development of standard operating procedures necessary to assure first responders could use the common communication platform appropriately.

With the establishment of similar regional governance structures in Greater Minnesota, the foundation is in place for the evolution and development of standard operating procedures necessary to achieve a similar level throughout the remainder of the state. However, there is still significant work necessary to achieve a similar capability in the other regions of the state and there are no short cuts to process of engaging regional public safety officials in the process of developing and implementing standard operating procedures that address regional needs.

Throughout the remainder of the state, the process of implementing the ARMER backbone is at various stages of deployment. Similarly, the regional governance

structures have not had the benefit of a common platform and common planning process around which to develop standard operating procedures. Within the confines of local resources, public safety interoperability has traditionally developed around shared interoperability channels, including but not limited to the Minnesota Statewide Emergency Frequency (MINSEF), Point-to-Point, Statewide Fire Mutual Aid, Emergency Medical Services Hospital Emergency Ambulance Radio (EMS-HEAR), and formal and informal cross programming of agency main frequencies. As the ARMER backbone is implemented throughout Greater Minnesota, it provides the opportunity and need to determine regional standard operating procedures that will provide the maximum level of interoperability among public safety entities within each region and to coordinate those standards with standards adopted by the Statewide Radio Board to assure an appropriate level of coordination between regions at the statewide level. This potential need and opportunity exists for local agencies electing the ARMER system as their primary public safety communication system and by virtue of Minnesota's "system of system" approach for local agencies continue to operate upon independent legacy communication systems.

To accomplish these initiatives the following SOP goals have been established by the SCIP planning participating public safety entities within the State. The SCIP SOP goals along with the associated benchmarks will assist in addressing and meeting the three NECP Goals.

SOP Initiatives

The following table should outline the SOP strategic initiatives, gaps, owners, and milestone dates [State] outlined in its SCIP to improve interoperable communications.

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
NECP Initiatives				
Tactical planning among Federal, State, local, and tribal governments occurs at the regional interstate level.	Development of Regional Radio Boards	ECN	2009	**Complete** Seven Regional Radio Boards exist in Minnesota and are governed by Joint Powers Agreements (JPA).

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
All Federal, State, local and tribal emergency response providers within UASI jurisdictions implement the Communications and Information Management section of the National Incident Management System (NIMS).	NIMS to be used by all disciplines in the Twin Cites UASI Area	UASI Committee	2008	**Complete** NIM is used Routinely in the UASI area by all disciplines as evident in the 35W Bridge Collapse and the 2008 Republican National Convention.
Incorporate the use of existing nationwide interoperability channels into SOPs.	Nationwide Interoperability Channels need to be programmed into all Public Safety Radios used in the State	SRB, ECN, RRB's	4th Quarter of 2011	**In progress** Minnesota is in the process of finalizing our VHF Interoperability Frequency Plan. SRB approval is planned for the 1st quarter of 2011. National 800 MHz Interoperability Channels are currently programmed into all radios.
Update SCIP to reflect plans to eliminate coded substitutions throughout the Incident Command System (ICS).	Erase inconsistency between the SCIP and NIMS	SRB, ECN	4th Quarter of 2009	**Complete** The Minnesota SCIP was updated in January 2010 and coded substitutions were eliminated
Define alternate/backup capabilities in emergency communications plans.	Define and implement the STR	SRB, ECN	1st Quarter of 2011	**In progress** The STR is

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
				being defined and developed by the STR Workgroup under the Interoperability committee. Equipment is being purchased and deployed using PSIC Funds. SOP's are being developed reference use and maintenance of this equipment.
Additional State Initiatives				
Continue the development, implementation and maintenance of technical and operational standards on the operation of the ARMER system and on the use of the ARMER backbone as a system-of-systems to maximize public safety communication interoperability among public safety agencies throughout the state, with neighboring states and across the international border with Canada.	The need for Standard Operating Procedures across the State in order to make communication interoperability among all disciplines seamless and consistent including those communications with our neighboring states and across our international borders.	SRB, ECN, RRB's	4th quarter of 2010	**In progress** A VHF Interoperability Plan has been developed and is in the process of being implemented statewide. The plan includes a VHF overlay with 109 tower sites across the state. It is being built to a 95%Mobile level coverage. A VHF Interoperability Frequency Plan is being developed

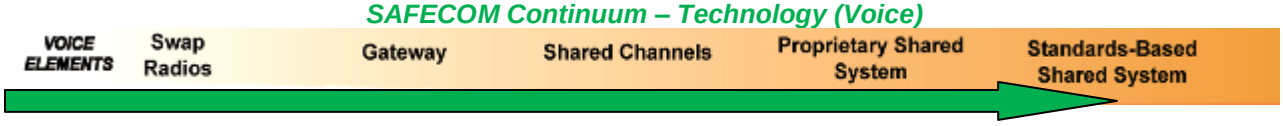
Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
				and should be complete the first quarter of 2011. As part of this plan needed SOP's will be identified and developed. As part of the PSIC Grant Radio Control stations have been purchased for all PSAPS and EOC's in the State and we are now offering them to surrounding States, and Federal Agencies. A National Naming Standard has been drafted and will be adopted by the SRB.
To develop standardized Memorandum of Understanding (MOU) documents with instructions that may be used for agency to agency, discipline to discipline, and cross border interoperability among local, regional, state, federal, tribal, and cross-border public safety communication situations that identify tactical and operational standards necessary to assure interoperability between public safety agencies.	MOU's and Standard Operating procedures are needed in order to create consistent use of Interoperability tools across borders throughout the State of Minnesota	SRB, ECN, RRB's	4th Quarter of 2010	**In Progress** MOU's are being developed State to State and at an International level via the US/Canada Cross Border Workshops.

Technology

Overview of the technology approaches, current capabilities, and planned systems:

The goal under this SAFECOM Interoperability Continuum track is a standards-based shared system.

SAFECOM Continuum – Technology (Voice)



Level 5 achieved, completion of ARMER construction - 2012

Minnesota's implementation of the ARMER system seeks to make a standards-based shared system available to all public safety agencies in the state. The current ARMER plan provides for substantial completion of the ARMER system by the end of 2012. The ARMER system is a P25 trunked radio system operating in the 700/800 MHz spectrum with over 300 tower sites with an RF and microwave backbone built to provide a very high level of reliability required to a mission critical public safety standards.

Cross spectrum and interoperability with legacy systems are essential elements of Minnesota's implementation of the ARMER plan. The statewide footprint of the ARMER backbone provides the opportunity to enhance interoperability among all public safety agencies through the use of radio control stations located at all emergency operation centers (EOCs), public safety answering points (PSAPs) and at other critical communication sites, including federal agencies and bordering counties. Routine cross spectrum and independent system interoperability is available through gateway operations, including console based patches at all PSAPs and through VHF channel overlay that will be implemented into the ARMER backbone. Specific details of the ARMER plan and cross spectrum and independent system interoperability are available on the SRB website at www.srb.state.mn.us.

Homeland Security funds have been used to support the acquisition and deployment of mobile repeaters and caches of radios in greater Minnesota where backup, redundancy and interoperable communications are limited. As part of the Public Safety Interoperable Communications Grant Program (PSIC), a Strategic Technology Reserve (STR) was established to build additional redundancy and backup capacity within the State. These reserves and capacity have the ability to be deployable to other states.

Technology is separated into two distinct subheadings, Voice and Data. While each is required for a complete public safety communications system, each has distinct applications and needs that must be addressed.

Voice is an important objective, and the mechanism put in place by the State is the ARMER system described above. These completed goals will provide the mechanism to monitor and assure accomplishment.

The necessity to adopt communication standards would not prevent local governments from acquiring analog or non-standard digital equipment with their own funds but would inhibit the acquisition of many grant funding sources. Adopting a single open-standard communication infrastructure reduces the complexity of non-ARMER interoperability components, making the most efficient use of capital investments by avoiding life limited assets. Equipment that is designed to be P25 upgradable through software changes would be acceptable. For this reason the State has adopted the P25 open standard for its voice communications system.

Addressing the need to begin planning for a fully developed system, the State has achieved unexpected results in anticipated local participation. Now the State must begin planning for the impact of large scale participation. In this equation, all entities must anticipate continued expansion to non-traditional public safety users (those permitted under Federal Communications Commission (FCC) Reg. 90.02). Capacity issues are the largest pending question. The State seeks to resolve the question of capacity for itself and its system partners. State and local participants are jointly responsible for any capacity issues and the goals set forth.

Strategic Technology Reserve (STR) planning is also a vital issue that the State and its partners address in this section. All participants in the communications system need to be aware of what is available during a time of crisis and just as paramount, the procedure of how to access those assets when needed. This makes the requirement to develop and maintain a current STR, usable by all within the State, a priority.

To accomplish these initiatives at present, the following voice technology goals have been established by the SCIP planning participating public safety entities within the State. With the exception of SCIP technology (voice) goal number one, all other goals and the associated benchmarks will assist in addressing and meeting all three of the NECP Goals. Goal number one will assist in addressing and meeting NECP goals number one and number two.

Major Systems

The following tables should list the major systems in [State] and include those used for solely interoperable communications, large regional systems specifically designed to provide interoperability solutions, and large wireless data networks.

Shared Statewide System[2] *(Name)*	Description *(Type, frequency, P25 compliance, etc.)*	Status (Existing, planned, etc.)
ARMER	Standards Based, P25 compliant, 700/800 MHZ system	Existing 75% of the State is covered the remainder will be complete by 2012. 72 of 87 Counties have passed resolutions to migrate onto the ARMER system

State Systems *(Name)*	Description *(Type, frequency, P25 compliance, etc.)*	Status (Existing, planned, etc.)

Regional Systems *(Name)*	Description *(Type, frequency, P25 compliance, etc.)*	Status (Existing, planned, etc.)

Technology Initiatives

The following table should outline the technology strategic initiatives, gaps, owners, and milestone dates [State] outlined in its SCIP to improve interoperable communications.

Initiative *(Name / Purpose)*	Gap *(Brief Description)*	Owner *(Agency, Department, and/or POC)*	Milestone Date *(Month/Year)*	Status *(Complete, In Progress, Not Started)*
NECP Initiatives				
Program nationwide interoperability channels into all existing emergency responder radios.	National Interoperability Channels need to be programmed into all Public Safety Radios used in the State	SRB, ECN, RRB's	4th Quarter of 2011	**In Progress** 800 MHz subscriber units have the national Interoperability

[2] Shared statewide radio systems are typically designed to consolidate the communications of multiple State agencies onto a single system, thereby providing strong interoperability. Many States also make these systems available to Federal, local, and tribal agencies on a voluntary basis. In this case, local governments either chose to use the shared statewide radio system as their primary system, or they decided to interface their system to the shared statewide radio system creating a system of systems.

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
				Channels programmed into them at this time. Most VHF radios and consoles currently have MINSEF, MIMS, Statewide Fire and Statewide EMS programmed into their radios. VHF interoperability will be complete as the VHF Interoperability Frequency plan is adopted and the Statewide VHF Interoperability plan is completed.
Additional State Initiatives				
Substantially complete (95 percent of base radio sites operational) the construction of the ARMER backbone by the end of 2012	The ARMER Backbone is needed across the State of Minnesota in order to have the highest level of interoperability available for State, County, Local, Tribal, and NGO users	SRB, ECN, MN/Dot	4th Quarter of 2012	**In progress** Minnesota is currently at approx. 75% completion with its 800 MHz backbone. We have 55% of the 327 proposed Towers on the air. Major State Agencies such as the State Patrol and MN/Dot are transitioning to

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
				800 MHz across the State.
Adopt the Association of Public Safety Communications Officials (APCO) Project 25 (P25) digital standard for all new public safety communication equipment in the state.	In order to have all Public Safety using infrastructure and subscriber equipment that is compatible the State of Minnesota needs to draft and adopt a P25 Standard	SRB, ECN, RRB's, MN/Dot	1st Quarter of 2010	**In progress.** A draft P25 Standard has been developed and is being reviewed by the Interoperability Work Group at this time. It will be forwarded to the Interoperability Committee and then to the SRB for final approval
To develop long term plans for the ongoing operation and maintenance of the ARMER system which identifies coverage and capacity issues based upon anticipated levels of participation and estimates of future participation levels.	Need to complete a capacity study of the ARMER system to address any unanticipated patterns affecting capacity and availability. Develop standardized procedures for addressing capacity issues and a source of funding to pay for future capacity needs. A plan for integration of 700 MHz frequencies into the ARMER system and develop a plan for integrating new technology into long term plans. Complete a study of Statewide and Regional Voice Logging.	SRB, ECN, MN/Dot	4th Quarter of 2010	**In Progress** Capacity issues are being studied by each County through their participation plans. The results are being monitored by ECN. Usage of the system is also being monitored by ECN and MN/Dot.

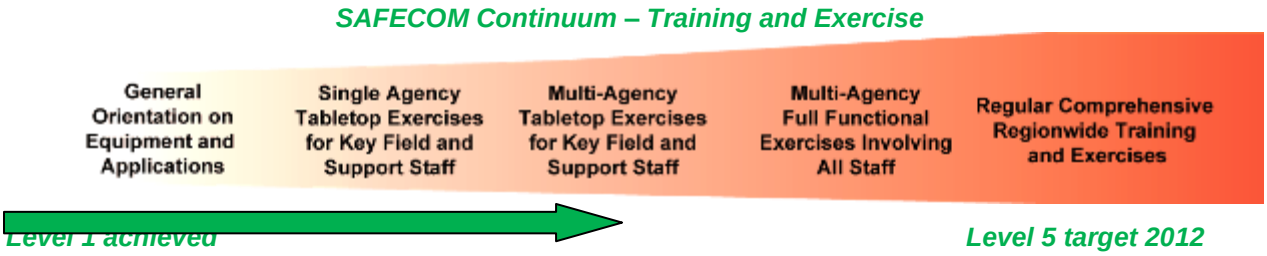
Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
Investigate, develop, and test specific cross-spectrum interoperable resources that might be integrated into public safety communication systems (ARMER and non-ARMER systems).	Fill the need for basic Interoperability through the use of Radio Control Stations at all PSAPS and EOC,s. Implementation of a VHF Overlay to provide basic ARMER to VHF Interoperability and the development of standardized procedures to support this process. Determine the requirements necessary to establish interoperability with our Canadian Public Safety Neighbors and determine the additional Interoperability resources and capabilities necessary to provide appropriate local, state, and federal interoperability.	SRB, MN/Dot	3rd and 4th Quarter of 2011	**In Progress** Radio Control Stations, paid for by PSIC Grant Funds, have been or are being installed in PSAPs and EOC's across the State. The plan for the VHF overlay has been developed and equipment for implementation is coming from the existing MN/Dot or State Patrol VHF system or is being purchased by the State of Minnesota. Meetings are taking place Grants are being applied for and studies are being completed to create Interoperability with our Canadian Public Safety partners and the States that surround Minnesota.
Develop a plan for the implementation, maintenance, and sustainability of a Strategic Technology Reserve (STR) to	Determine the equipment and technology needs and the cost for the STR and determine how the STR will be managed,	SRB, ECN, Mn/Dot, HSEM Regions, RRB's	4th Quarter of 2010	**In Progress** The STR equipment has been or is being identified

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
pre-position or secure interoperable communications in advance for immediate deployment in an emergency situation or disaster.	maintained, and sustained by the Regions. Need statewide training and operating standards for maintaining and exercising the STR.			and purchased with PSIC Grant funds. Cache ARMER radios have been purchased with PSIC Grant funds for each Region. Standards are being developed for the use and maintenance of the STR equipment.

Training and Exercises

Overview of the diversity, frequency, and inter-agency coordination of training and exercises:

The goal under this SAFECOM Interoperability Continuum track is regular comprehensive region-wide training and exercises.



Proper training and regular exercises are critical to the implementation and maintenance of Minnesota's successful interoperability solution. Training and exercise allows vital objectives to be achieved promoting familiarity with the communications systems and developing an understanding of standard operating procedures required to achieve the highest practical level of interoperability. These objectives are:

General Orientation on Equipment

Provide initial orientation to users in the appropriate use of their communication equipment and in the features upon which advanced interoperability is provided. Multi-jurisdictional/multi-agency operations are required for this objective to be successful.

Single and Multiagency Tabletop Exercises for Key Field and Support Staff

Conduct structured tabletop exercises to promote planning and identification of response gaps. As agencies and disciplines begin working together to develop exercises and provide field training, workable interoperability solutions are expected to emerge.

Multi-agency Full Functional Exercises

Multi-agency/multi-discipline exercises will be developed at the management and supervisory level. They will be followed by a determination and provision of training in critical skills that all public safety personnel participating in the exercise or involved in actual incident will need to be proficient.

Regular Comprehensive Regional Training and Exercises

Optimal interoperability involves equipment familiarization and an introduction to regional/state interoperability at time of hire (or in an academy setting). Success will be assured by regular, comprehensive, and realistic exercises that address potential problems in the region and involve the participation of all personnel.

Communications Unit Leader (COML) Training

For those critical and unprecedented incidents that require expertise that can immediately adapt to any situation, the Incident Command System (ICS) within the NIMS document identifies these specialists as Communications Unit Leaders. The role of the Communications Unit Leader is a critical function that requires adequate training. Proper training of these individuals is of significant importance to a region's ability to respond to unexpected events, and it should prepare them to manage the communications component of larger interoperability incidents, applying the available technical solutions to the specific operational environment of the event.

As Minnesota transitions from the use of basic communication infrastructures offered by legacy public safety communication systems, there is a growing need to establish routine and standardized training for all public safety personnel. Modern digital and trunked communication systems offer the opportunity for greater interoperability, but also require much higher level of initial and recurring training in both equipment

operations and in the standard operating procedures. The successful response to the 35W Bridge collapse in Minneapolis in 2007 demonstrated the benefits of a common platform, strong regional governance, standardized procedures and in the depth of training required to respond to such an incident. Critical assessments of that event also demonstrated the need to continue to support that training, support recurring training or reinforcement of critical skills and the need for routine exercise of those critical skills.

Although de facto training standards have evolved for public safety use of the ARMER system, those training standards and capabilities will require greater refinement. The challenge is complicated by the fact, that a significant portion of local jurisdictions in Minnesota are still considering their alternatives for replacement of public safety communication infrastructure in response to the 2013 narrowbanding requirement. The continued development of standardized interoperable communication training, including basic and advanced equipment usage, standard operating procedures and recurring refresher training is a high priority in Minnesota, as is the desire to identify new and innovative ways to deliver that training.

Training and Exercises Initiatives

The following table should outline the training and exercises strategic initiatives, gaps, owners, and milestone dates [State] outlined in its SCIP to improve interoperable communications.

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
NECP Initiatives				
Incorporate the use of existing nationwide interoperability channels into training and exercises.	Once nationwide interoperability channels have been placed into all public safety radios their use needs to be incorporated into all training and exercises	SRB, ECN, RRB's, HSEM Regions	Fourth Quarter of 2011	**In Progress** 800 MHz subscriber units have the national Interoperability Channels programmed into them at this time. Most VHF radios and consoles currently have MINSEF, MIMS, Statewide Fire and Statewide EMS programmed

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
				into their radios. VHF interoperability will be complete as the VHF Interoperability Frequency plan is adopted and the Statewide VHF Interoperability plan is completed.
Complete disaster communications training and exercises.	There is a need to train and exercise with the new ARMER system in order to use the system to full capacity during disaster communications	SRB, ECN, RRB's HSEM Regions	3rd quarter of 2011	**In Progress** Training on ARMER History, Radio 101, and Interoperability are in the process of being developed with the assistance of Alexandria Technical College. Training and exercises are taking place at a County and Regional level throughout the state. Minnesota will demonstrate this in its methodology to show compliance on a county by county basis to NECP Goal #2. The 2011

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
				Minnesota Interoperability Conference is being planned at this time which will include Basic Training for elected and appointed officials new to the ARMER system and advanced training for those that have worked on the system for a period of time. Fiscal year 2010 IECGP Grant funds were used in the training area consistent with this goal. Training is a priority in Minnesota's Grant process.
Additional State Initiatives				
Establish communication training requirements for all public safety officials that provide and maintain the highest practical level of interoperability between public safety officials across jurisdictions and disciplines, in both day-to-day operations and in disaster responses.	Learning objectives, initial training and refresher training are needed for all public safety disciplines that cover subscriber equipment operations, utilization of interoperability resources and support the NIMS concept. A method of delivery of this training and the best method to certify instructors must be	SRB, ECN, HSEM Regions, RRB's, SWIC, RIC's	4th quarter of 2010	**In Progress** Basic Radio 101, ARMER history, and Interoperability courses are being developed in cooperation with Alexandria Vo. Tech. The contract with Alexandria

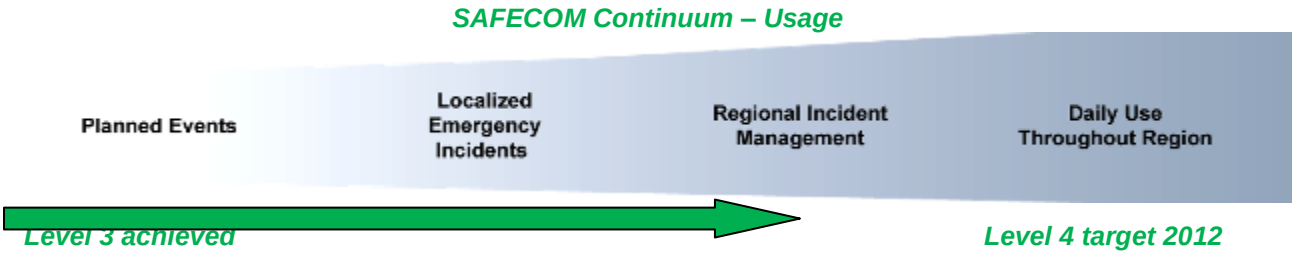
Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
	identified. COML Training must be started and maintained to give us adequate COML leaders in each Region. The skills developed from the above objectives must be incorporated into all future training.			VoTech is in the process of being renewed for 2011. COML Training has taken place with over 50 COML's trained. 15 are now State Certified COML's and one is a State Certified COML instructor. Two COML training classes have been put on in the state by this instructor this year.
Establish and maintain communication exercises that support the highest practical level of interoperability between public safety officials across jurisdictions and disciplines in both day-to-day operations and in disaster responses.	Development of model criteria that demonstrate and reinforce essential skills required for public safety officials to utilize communications resources to the highest practical level. Establish statewide and Regional exercise plans that can be used to periodically exercise Interoperability skills. Establish a supportive mechanism to assure compliance with exercise standards and exercise plans.	SRB, ECN, SWIC, RIC, RRB's	3rd Quarter of 2011	**In Progress** The State of Minnesota's work with Alexandria Technical College and HSEM Training as well as the ongoing COML and gateway training we have completed will assist us with accomplishing these goals. We are also in the process of developing compliance to NECP Goal #2

Initiative *(Name / Purpose)*	Gap *(Brief Description)*	Owner *(Agency, Department, and/or POC)*	Milestone Date *(Month/Year)*	Status *(Complete, In Progress, Not Started)*
				which involves each Region and county of our state. Our UASI Region is developing a full scale exercise that will take place in early 2011. IECGP Grant funds were dedicated to this Goal in 2010.

Usage

Overview of the testing of equipment and promotion of interoperability solutions:

The goal under this SAFECOM Interoperability Continuum track is daily use throughout the region.



Usage refers to how often Minnesota's interoperable communications technologies are used. Success in this element is contingent upon progress and interplay among the four elements.

Planned Events

Planned events are events for which the date and time are known. Examples include athletic events and large conferences/conventions that involve multiple responding agencies.

Localized Emergency Incidents

Localized emergency events involve multiple intra-jurisdictional responding agencies. A vehicle collision on an interstate highway is an example of this type of incident.

Regional Incident Management

Regional incident management is the routine coordination of responses across a local/region that includes automatic aid response to natural and manmade disasters while utilizing the ICS during the response.

Daily Use throughout the Region

Daily use throughout the region is defined as interoperability systems that are used every day for managing routine as well as emergency incidents. In this optimal solution, users are familiar with the operation of the system and routinely work in concert with one another.

Considering a significant portion of local jurisdictions in Minnesota are in the midst of updating their public safety communication infrastructure in response to the 2013 narrowbanding requirement, Minnesota has not thoroughly resolved the technical and operational issues required to promote the highest level of usage. The use of a standards based shared infrastructure in the metropolitan area since 2001 has provided the opportunity to identify operational practices that reinforce the routine use of features supporting interoperability. As the ARMER backbone is implemented throughout the remainder of the state, similar opportunities must be identified and implemented at the regional and local level. Similarly, cross spectrum and ARMER to independent system operations will require substantially consideration to assure interoperability features are incorporated into routine usage to the highest practical degree.

Usage Initiatives

The following table should outline the usage strategic initiatives, gaps, owners, and milestone dates [State] outlined in its SCIP to improve interoperable communications.

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
Promote an environment that enables the highest practical level of day-to-day usage in all operational aspects of public safety communication	Develop a process to incorporate consideration of the practical implications of technical and operational standards	HSEM, SRB, RRB's, local agencies	4th Quarter of 2010	**In Progress** Each Region has a Users Committee and an Owners and

Initiative *(Name / Purpose)*	**Gap** *(Brief Description)*	**Owner** *(Agency, Department, and/or POC)*	**Milestone Date** *(Month/Year)*	**Status** *(Complete, In Progress, Not Started)*
infrastructure and user equipment.	upon usage. The process must include a statement that the standard has no impact upon usage or that the standard is designed to support the highest level of day-to-day usage under the circumstances. Promote and encourage local operational practices that support capabilities and abilities to use interoperability resources. Identify essential interoperability resources and capabilities that are not used on a day-to-day basis and develop training and exercise protocols that will assure the availability of those resources and capabilities when they are required			Operators Committee which are reviewing and writing Standards to support Regional and State Interoperability. Control Stations are being installed in PSAPs and EOC's that will support day to day interoperability and the STR are being developed to support continued operation of the system during a manmade or natural disaster. New Interoperability SOP's are being developed as needed and identified at the State and Regional level.

National Emergency Communications Plan Goals

The National Emergency Communications Plan (NECP) established a national vision for the future state of emergency communications. The desired future state is that emergency responders can communicate as needed, on demand, and as authorized at all levels of government across all disciplines. To measure progress towards this vision, three strategic goals were established:

Goal 1—By 2010, 90 percent of all high-risk urban areas designated with the Urban Area Security Initiative (UASI)[3] are able to demonstrate response-level emergency communications[4] within one hour for routine events involving multiple jurisdictions and agencies.

Goal 2—By 2011, 75 percent of non-UASI jurisdictions are able to demonstrate response-level emergency communications within one hour for routine events involving multiple jurisdictions and agencies.

Goal 3—By 2013, 75 percent of all jurisdictions are able to demonstrate response level emergency communications within three hours, in the event of a significant incident as outlines in national planning scenarios.

As part of the Goal 1 implementation process, OEC required UASIs to demonstrate response-level emergency communications during a planned event. Additionally, as part of the State's SCIP Implementation Report update in 2010, OEC is requiring information on UASIs' current capabilities. The capability questions are presented in Part II. UASIs must complete and submit responses on the capability questions to the SWIC or SCIP POC. The data generated from these questions will assist OEC in its analysis of Goal 1 performance and in identifying national trends in urban area communications. Similarly, to prepare for Goal 2 implementation in 2011, States are being asked to develop a methodology for collecting capability and performance data Statewide (please see Part III).

[3] As identified in FY08 Homeland Security Grant Program

[4] Response-level emergency communication refers to the capacity of individuals with primary operational leadership responsibility to manage resources and make timely decisions during an incident involving multiple agencies, without technical or procedural communications impediments.

Part 2 - UASI Communications Interoperability Capabilities Assessment Grid

The "Capabilities Assessment Grid" is to be completed by the designated UASI and submitted to the SWIC or SCIP POC. States that do not have UASIs do not need to complete this section.

For each lane of the Interoperability Continuum (Governance, Standard Operating Procedures [SOPs], Technology, Training and Exercises, and Usage), please select the one row that best describes the assessed area by checking the appropriate box. While multiple descriptions may apply, UASIs should identify the one row that most closely describes their highest level of capability achieved. The below capabilities assessment grid is to be completed by each UASI within the State.

Lane	Question	Answer	
		UASI 1	UASI 2
Question 1: (Governance)	Urban area decision-making groups are informal, and do not yet have a strategic plan in place to guide collective communications interoperability goals and funding.	☐	☐
	Some *formal* agreements exist and *informal* agreements are in practice among members of an Urban Area decision making group; Urban Area strategic and budget planning processes are beginning to be put in place.	☐	☐
	Formal agreements outline the roles and responsibilities of an Urban Area decision making group, which has an agreed upon strategic plan that addresses sustainable funding for collective, regional interoperable communications needs.	☐	☐
	Urban Area decision making bodies proactively look to expand membership to ensure representation from broad public support disciplines and other levels of government, while updating their agreements and strategic plan on a regular basis.	☒	☐
Question 2: (SOPs)	Urban Area interoperable communications SOPs are not developed or have not been formalized and disseminated.	☐	☐
	Some interoperable communications SOPs exist within the urban areas and steps have been taken to institute these interoperability procedures among some agencies.	☐	☐
	Interoperable communications SOPs are formalized and in use by all agencies within the Urban Area. Despite minor issues, SOPs are successfully used during responses and/or exercise(s).	☐	☐
	Interoperable communications SOPs within the Urban Area are formalized and regularly reviewed. Additionally, National Incident Management System (NIMS) procedures are well established among all agencies and disciplines. All needed procedures are effectively utilized during responses and/or exercise(s).	☒	☐

Lane	Question	Answer	
		UASI 1	UASI 2
Questions 3: (Technology)	Interoperability within the urban area is primarily achieved through the use of gateways (mobile/fixed gateway, console patch) or use of a radio cache.	☐	☐
	Interoperability within the Urban Area is primarily achieved through the use of shared channels or talkgroups.	☐	☐
	Interoperability within the Urban Area is primarily achieved through the use of a proprietary shared system.	☐	☐
	Interoperability within the Urban Area is primarily achieved through the use of a standards-based shared system (e.g., Project 25).	☒	☐
Questions 4: (Technology)	What frequency band(s) do public safety agencies within the urban area currently utilize? (e.g., VHF-Low Band, VHF-High Band, UHF 450-470, UHF "T-Band" 470-512, UHF 700, UHF 800, UHF 700/800)	UHF 800 MHz	_____
Question 5: (Training & Exercise)	Urban Area public safety agencies participate in communications interoperability workshops, but no formal training or exercises are focused on emergency communications.	☐	☐
	Some public safety agencies within the Urban Area hold communications interoperability training on equipment and conduct exercises, although not on a regular cycle.	☐	☐
	Public safety agencies within the Urban Area participate in equipment and SOP training for communications interoperability and hold exercises on a regular schedule.	☒	☐
	Urban Area public safety agencies regularly conduct training and exercises with a communications interoperability curriculum addressing equipment and SOPs that is modified as needed to address the changing operational environment.	☐	☐
Questions 6: (Usage)	First responders in the Urban Area seldom use interoperability solutions unless advanced planning is possible (e.g., special event).	☐	☐
	First responders in the Urban Area use interoperability solutions regularly for emergency events, and in a limited fashion for day-to-day communications.	☐	☐
	First responders in the Urban Area use interoperability solutions regularly and easily for all day-to-day, task force, and mutual aid events.	☒	☐
	Regular use of interoperability solutions for all day-to-day and out-of-the-ordinary events in the Urban Area on demand, in real time, when needed, as authorized.	☐	☐
Questions 7: (Usage)	What percentage of the time do you use the following communications technologies during emergency responses?		
	Cell Service	100___%	___%
	Sat phone	_10__%	___%
	Broadband Mobile Data	100___%	___%

Part 3. NECP Goal 2 Methodology

The below methodology for Goal 2 is to be completed by the SWIC or SCIP POC.

Goal 2 Methodology

In the section below, describe the methodology that you will use in 2011 for demonstrating and reporting Goal 2 of the NECP for all county or county equivalents in your State. Methodologies should address the following:

- *The incorporation of all counties or county equivalents*
- *Proposed approach to collect capability data (including from individual UASI counties)*
- *Proposed approach to collect performance data (including from individual UASI counties)*[5]
- *County-level input prior to submission of Goal 2 data to OEC*
- *Completion of data collection by September 30, 2011*

Minnesota will work through the seven Radio Regions and the Homeland Security Regions to collect the information needed to show compliance to NECP Goal #2. The Statewide Interoperability Coordinator (SWIC) will coordinate this effort with the assistance of the three, Regional Interoperability Coordinators (RIC).

Goal 2 criteria, is in the process of being distributed to each of the Regional Radio Board and Regional Advisory Committee Chairs and the RIC's. Regional NECP Goal #2 meetings will take place in each Radio Region of the state during the next three months. Invited to the meetings will be the RIC's, the County Emergency Manager for each county in the Radio Region and the County Dispatch Center Manager or Supervisor for each County in the Radio Region. The SWIC will give a Power point presentation giving the background and criteria for NECP Goal #2 and a timeline for completion of this goal. After the presentation we will first determine if each of the counties within the past two years has taken part in a planned exercise with a radio component, multijurisdictional and multi discipline response and an after action report or has had an incident take place in their county that involved a response from multiple agencies and public safety disciplines where an after action report was completed or could be completed. If the county is able to document one of these two events taking place and they had

[5] Counties with significant participation in NECP Goal 1 demonstrations can use the results for their Goal 2 performance data

involvement in the event we will use it to determine the capabilities response to NECP Goal #2 criteria.

If a county has not held a planned exercise within the last two years and/or has not had a multijurisdictional, multi discipline response within the past two years we will develop a planned exercise for that county or counties in the region to determine the capabilities response to NECP Goal #2 criteria.

The Goal #2 NECP Capabilities Assessment is outlined in the NECP Capabilities Assessment Guide. A copy of this guide will be given to each County and they will be instructed in its use by the SWIC and Regional Coordinators. The NECP Guide is a tool for evaluating communications capabilities for NECP assessment purposes. The Counties will be asked to give an honest assessment of their current interoperability abilities to ensure that time and resources (grant dollars) are appropriately dedicated to the interoperable communications effort. In order to assist each county with this data collection two tools have been provided to us by our Federal Counterparts. The first tool is a Decision Tree. This decision tree follows each lane of the SAFECOM Continuum, Governance, SOPs – Policies, and Procedures, Technology, Training and Exercise and Usage. Once the Decision Tree has been reviewed by the county and the appropriate answer for each lane has been determined this information will be transferred to the Capability Factors Data Sheet. The Data sheet and a copy of the After Action Report for the event or exercise that was used for each County will be forwarded to the SWIC to be reviewed and the information transferred to the 2011 SCIP Implementation Report which is due September 30, 2011.